

Missouri Department of Transportation
Kevin Keith, Director

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ADDENDUM 001 Request for Proposal Updating “A Conversation for Moving Missouri Forward” RFP 6-120731BJ

Offerors should acknowledge receipt of Addendum 001 (ONE) by signing and including it with the original proposal. **The due date for receipt of proposal has changed by this Addendum.** Responses must be submitted no later than Friday, August 3, 2012 at 2:00 p.m. CST. The following clarifications, and or additional information, are believed to be of general interest to all potential Offerors. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Rebecca L. Jackson, CPPO, CPPB Senior General Services Specialist
Contractor/Offeror Signature <hr/>	Department of Transportation <i>Rebecca L. Jackson, CPPO, CPPB</i>
(Signature of person authorized to sign)	(Authorizing Signature)
Date Signed:	Date Signed: 07/25/12

Question: PAGE 10, L: If the Offeror is publicly held, but a subcontractor is a sole proprietorship, does MHTC require the subcontractor to complete Exhibit 2? Or is this attachment needed only if the prime contractor is sole proprietorship/partnership?

Response: For submission purposes these documents are only required of the prime, however, it is the prime contractors responsibility to ensure subcontractors are in compliance with all terms and conditions of the RFP and any resulting contract. Refer to Section 3, Paragraph J of the RFP.

Question: PAGE 13, B3: Team Composition and Professional Profiles – Does this section need to include descriptions of subcontractors, or should it remain focused on the Offeror/prime contractor?

Response: Inclusion of sub-contractor information is necessary.



Question: PAGE 12, B4: Letters of Commitment – When this asks for a letter from each “team member,” does it refer to one letter from the prime contractor and one letter from each partner company/contractor? (For example, if the Offeror will have three subcontractors, we would include four letters total.) Or is MHTC requesting letters from each *individual employee* who will be assigned to the core team?

Response: This is required of the prime contract and all sub-contractors. It is not for each individual/employee proposed.

Question: PAGE 15: Price Page – Must the Offeror use this specific form, or would it be appropriate to use a different format provided all the information is included from this form?

Response: The form is provided as a convenience. Replacement forms can be provided so long as all of the required information is included as well as an authorized signature.

Question: As a marketing agency, will we need to partner with a transportation/engineering expert to gain professional insight, or will MoDOT provide all information and insight from an engineering/transportation standpoint?

Response: Offerors do not need to partner with an engineering firm unless the Offeror feels they need additional insight on issues. MoDOT will do the engineering analysis and it will be provided along the way to the communications team.

Question: Is this report printed and mailed/handed out? Or does solely live online? If it is a printed piece, should we include printing and mailing costs?

Response: The final report will be live online but we do expect to provide a printed report. The printed version for distribution will be printed and distributed by MoDOT.

Question: Also, if it is printed, how many copies need to be printed and mailed?

Response: The printed version for distribution will be printed and distributed by MoDOT.

Question: I'm also a little confused on the pricing sheet. What are the A, B and C lines for?

Response: The form is provided as a convenience. Replacement forms can be provided so long as all of the required information is included as well as an authorized signature.

Question: Define “extensive” public engagement. How many total public meetings—small or large—are expected? How many meetings/district are expected or anticipated?

Response: We are not being prescriptive in the number of meetings, nor the type of meetings, we expect. We expect a thorough statewide dialogue. We want the proposals to tell us what that looks like.

Question: How many public meetings were held during the “conversation” process in 2008/2009 total? How many were held in each district? How many were large public meetings (more than 50 attendees)? How many smaller community meetings (under 50 attendees) were held?

Response: The "Conversation" process in 2007-2008 did not involve an extensive public involvement process outside of our normal planning framework with our planning partners (Metropolitan Planning Organizations (MPOs) and Regional Planning Commissions (RPCs), cities and counties).

Question: Under the pricing page—A, B, C. What do these letters correspond to?

Response: The form is provided as a convenience. Replacement forms can be provided so long as all of the required information is included as well as an authorized signature.

Question: You mention providing an update on what's been accomplished against the 2008 plan (Section C, page 7). When are you providing this information? Prior to submission deadline or to the winning team?

Response: As the "Conversation" update process proceeds, the winning team will share in the engineering information that is developed by MoDOT staff.

Question: This RFP was released late on Friday, July 13 and it's due on July 31. This is a very short turnaround time for an extensive project. Would you consider extending the deadline to August 3, to give teams adequate time to respond?

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Question: Does the team need technical/engineering expertise regarding bridges, road construction, etc. on the team, or will MoDOT provide that expertise to the winning public engagement team?

Response: Offerors do not need to partner with an engineering firm unless the Offeror feels they need additional insight on issues. MoDOT will do the engineering analysis and it will be provided along the way to the communications team.

Question: Can you provide a list of the planning partners/stakeholders (gov't officials, engineers, gov't agencies, environmental groups, etc.) you surveyed for the 2008 Conversation? Would you anticipate the same group would be canvassed this time?

Response: As stated above, MPOs, RPCs, cities and counties. It is expected that other significant transportation stakeholders would be involved in this effort.

Question: In Section B, item 5 on page 7 you say, "develop a plan to educate Missourians on the benefits of an integrated transportation system." Is the development of such a plan outside of the scope of this proposal? If it's part of this proposal, what is the deadline for developing the plan? How extensive is the plan and what are the components you anticipate such a plan would contain? Can you provide a sample?

Response: Elevating the value of transportation to Missouri is a part of the update of the "Conversation." That effort could extend beyond the length of this project.